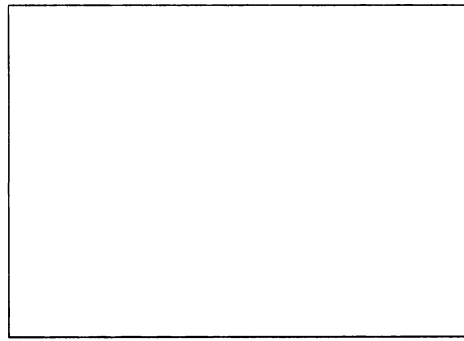
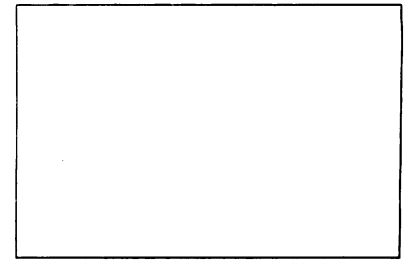


Community Dev. Dept.



Planning Board



City Clerk

FORM A - Application for Subdivision Approval Not Required (ANR)

PLANNING BOARD, CITY OF GLOUCESTER, MA

ANR File # _____

Application for endorsement of a plan of land believed not to require approval under the Subdivision Control Law, MGL Chapter 41.

Please take the following steps in order for proper filing:

- 1) Prior to any filing it is highly recommended that the applicant meet with the Planning Division of the Community Development Department to review the proposed division of land and to determine that the application is complete, satisfying all plan requirements of Sections 2.2.3 and 2.2.4 of the "Rules and Regulations Governing Subdivision of Land in Gloucester" (SR&R).
- 2) Prior to making eleven copies of the application, the applicant must obtain an Engineering Department sign-off assigning street numbers (see #10 below).
- 3) **Community Development Stamp:** According to Section 2.2.2 and 2.2.3 of the SR&R, prior to submission to the Planning Board, eleven (11) copies of this form are to be stamped and filed with the Community Development Department, together with the Mylar and eleven (11) prints of the plan, and a fee of \$100.00 per lot or lot line change, in the form of cash or cashier's check made payable to the CITY OF GLOUCESTER. When filling out this application please print or type.
- 4) **Planning Board Stamp:** Per SR&R Section 2.2.2, the plan and application shall be deemed submitted when the Planning Board stamps the application at a regularly scheduled meeting when it is on the agenda.
- 5) **City Clerk's Stamp:** Per MGL Ch. 41, Sections 81-P and 81-T, the applicant must notify the City Clerk by delivery or registered mail that such a plan, accompanied by a Form A application, has been submitted to the Planning Board. The City Clerk shall stamp the original application and return it to the Planning Division, and file a copy of the application in the Clerk's office.

TO THE PLANNING BOARD:

The undersigned record owner of the property wishes to record the accompanying plan and requests a determination by the Planning Board that approval by it under the Subdivision Control Law is not required.

1. Name of Applicant _____
Address & Telephone # _____
2. Name of Engineer or Surveyor _____
Address & Telephone # _____
3. Parcel Address: _____
4. Assessor's Map & Lot Number: Map _____ Lot(s) _____
5. Wetland Base Map Number: 40 _ _ _ (Not same as Assessor's Map #)
6. Zoning Classification: _____

7. Deed of Property recorded in _____ Registry / Land Court,
Book _____ Page _____
8. Location and Description of Property _____

9. The applicant believes that subdivision approval is not required for the following reasons:
a) Per SR&R Section 2.2.5, every lot shown on the accompanying Plan of Land has frontage on an accepted way _____ with the frontage length and lot area required by the Zoning Ordinance; and has adequate access to the buildable portion of the lot(s); or

b) The division of land shown on the accompanying plan is not a subdivision for the following additional reasons; please specify in your description any reference to regulations: _____

10. Proposed Street Numbers approved by City Engineer as appropriate. Plan of Land must be available for review by the Engineer.
Number(s): _____ Approved by: _____
11. Name of Record Owner _____
a) Signature of Record Owner _____
Address & Telephone # _____

If not the record owner:
b) Signature of Applicant _____
Statement of Interest _____
(i.e. attorney, purchase and sale agreement etc.)
- The applicant must submit with this application all of the data and documentation required by SR&R Sections 2.2.3 and 2.2.4 to the Planning Board, and shall provide written notice to the City Clerk of submission to the Board. Applications will be accepted by the City Clerk only if they bear the stamp of the Gloucester Planning Board.
12. Date City Clerk Notification _____

ATTENTION FORM A APPLICANTS

All property being divided must be staked, flagged, or otherwise marked to enable Planning Staff and Planning Board members to locate the property and evaluate frontage and access.

Please be advised that after the Planning Board has acted on the plan, Applicants are responsible for retrieving their own Mylars and having them recorded at the Registry of Deeds or Land Court. The plans must be recorded within six months of approval in order for them to become official; if they are not recorded within six months, the approval is no longer valid. Please submit proof of recording to the Planning Division as soon as possible.